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CONTACT: Martha Deacon
Information Officer
(615) 741-2257 (O)
(615) 385-1728 (H)

NASHVILLE - Employers, insurance carriers, and other involved parties can now use a single form to meet requirements for both the Workers' Compensation First Report of Work Injury as well as Occupational Safety and Health Administration reporting.

"The Workers' Compensation and TOSHA divisions have worked together effectively to produce a form that satisfies requirements for both programs, eliminating duplication of effort involved in having to complete two record forms," said Michael E. Magill, Tennessee Department of Labor & Workforce Development Commissioner. "This form complies with the new OSHA reporting requirement."

The new version of the Workers' Compensation Tennessee First Report of Work Injury, Form C20, can be downloaded from the Workers' Compensation forms Web site at <http://www.state.tn.us/labor-wfd/wcformls.html>. The form has been modified to meet Occupational Safety and Health Administration (OSHA) requirements and the International Association of Industrial Accident Boards and Commissions (IAIABC) standards for Electronic Data Interchange (EDI).

OSHA REQUIREMENTS: The OSHA 200 log has been replaced with the OSHA 300 log. The OSHA 101 form has been replaced with the OSHA 301 Injury and Illness Incident Report.

Historically, the Tennessee First Report of Work Injury (First Report) has been an allowable substitute for the OSHA 101 form. The First Report has been revised to meet the new OSHA requirements so that the substitution can continue. Use of the revised First Report will eliminate the need for filing the OSHA 301.

Tennessee Occupational Safety and Health Administration (TOSHA) requires employers to maintain a copy of either the First Report or the OSHA 301 on site and available upon request.

WORKERS' COMPENSATION REQUIREMENTS: General Rule 0800-2-14-03(1) requires an employer to report verbally or in writing all known or reported accidents to their workers' compensation insurance company within one working day of knowledge of injury.

ELECTRONIC DATA INTERCHANGE (EDI): The revised Tennessee First Report of Work Injury also meets the IAIABC standards for EDI and will be used as a manual form to report an injury in lieu of the electronic filing. Tennessee will begin piloting with a limited number of carriers in February 2002 and add other carriers as the process is refined. Additional information will be sent to workers' compensation insurance companies and Third Party Administrators regarding EDI.

TENNESSEE FIRST REPORT OF WORK INJURY, rev. 12-01 should be used immediately. Previous versions will be accepted until July 1, 2002. But remember, to meet the new OSHA requirements that became effective on January 1, 2002 the new version must be used.

For additional information, please contact Workers' Compensation Administrator Sue Ann Head at (800) 332-2667, SueAnn.Head@state.tn.us or TOSHA Administrator John Winkler at (615) 741-2395, John.Winkler@state.tn.us.

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